

Whitney Oaks

Board of Directors Meeting

<https://zoom.us/j/95061316861?pwd=YmFRcDNpYjhZYUlrYi93c2JJWSt5Zz09>

Meeting ID: 950 6131 6861 • 1.669.900.6833

Meeting Minutes – September 9, 2020

I. **Call to Order**

The meeting was called to order by Director Jones at 6:02 PM via the teleconference/electronic meeting.

Directors Present

Rosalie Hayman, Vice President
Stan Laderman, Secretary
Richard Campbell, Treasurer
Richard Jordan, President

Directors Absent

Bob Jones, President

Management – The Management Trust

Laura Smyth, CCAM

A. **Confirmation of Agenda Posting**

Management confirmed that agendas were posted in accordance with civil code requirements, although do to the

II. **Executive Session Disclosure / Summary**

Management noted that the Executive Session was held on August 20, 2020. A quorum of the Board approved moving forward with Hillcrest pool opening plans to include legal counsel engagement, signage and location specific item purchases, a monitoring contract, and extension of the pool season. The regularly scheduled September 7, 2020 meeting was cancelled due to the holiday. The Board noted that they would like to hold the next Executive Session on September 14, 2020 at 5:00PM at the Hillcrest picnic area.

III. **Consent Agenda**

Consent agenda items do not require discussion or debate; they are routine procedures or already have unanimous consent. The consent agenda allows the Board of Directors to approve all items together without discussion or individual motions. The Board of Directors may agree to pull any item(s) from the consent agenda and move it under new/old business for discussion or debate.

A. **Prior Meeting Minutes**

- 1) August 5, 2020

B. **Financial Review**

- 1) July 2020 – Monthly Review
- 2) Lien Resolution
- 3) Authorization to Lien
 - a) 812318
- 4) Small Balance Write-off

C. **Reserve Expense Authorization**

- 1) \$106,504.76 (General)
- 2) \$350.00 (39)

A motion was made to approve the consent agenda items as presented. The motion was seconded and approved by all Directors. [M-Laderman; S-Jordan; All In-Favor]

IV. Reports / Committee Updates

A. **ARC Committee Report**

Management provided updates regarding the last ARC meeting. The ARC continues to discussed fencing rules.

B. **CFO Report / Financial Committee**

Mr. Campbell noted that all cost centers appear to be on-budget for the year, but that budget cost centers for Unit 39 and Unit 44 are over for the month of July.

Total Operating and Reserve account balances as follows:

Operating: \$212,457.62

Reserve: \$5,785,683.18

C. **Landscape Committee**

Management noted that the Landscape Committee is in development of a phased plant for plantings and renovations. Director Hayman noted that bark would be placed to improve appearances in the interim.

D. **Safety/COVID Committee *ad hoc***

Management noted that the Safety Committee has met and developed several ideas on how to safely open the pool for a portion of the season this year.

E. **Committee Roster Updates**

It was noted that Mr. Dawes has resigned from the Landscape Committee.

V. Unfinished Business

A. **Townhall Meetings**

The Board would like the Finance Committee to provide a townhall presentation for homeowners regarding the Association's cost center budgets. The Board is hoping for a Zoom presentation the first three weeks in November.

It was noted that large gatherings are still an issue and the Board would like to revisit having a Matrix Review Townhall meeting during the next regular session meeting.

B. **Common Area / Pool Opening Review**

A motion was made to set pool hours for seven (7) days per week from 11AM to 7PM. The pool will open as soon as possible with a season end date of October 13th. The motion was seconded and approved.

[M-Jordan; S-Campbell; Abstain; Laderman; In-Favor – Jordan, Campbell, Hayman]

A motion was made to adopt Emergency Pool Use rules reviewed by legal counsel. The motion was seconded and approved.

[M-Jordan; S-Campbell; Opposed-Laderman; In-Favor – Jordan, Campbell, Hayman]

A motion was made to have counsel provide a legal opinion on personal liability for Board Directors in reference to opening the common area pool during pandemic conditions. The motion was seconded and approved. [M-Campbell, S-Laderman; All In-Favor]

Management is to continue with opening plans and report legal findings at the September 14, 2020 Executive Session meeting.

VI. Open Forum

- Work Orders & Vendors
- Landscaping – Units 39 & 44
- Landscaping on Whitney Oaks Drive
- Fire Season & Oaks
- Fire Gate Access
- Public Parking & Trespassing on Park Drive
- Fencing Damage on Whitney Oaks Drive

VII. Board Informational Items

- A. Work Order Log
- B. Speaker Series

VIII. Announcements

- A. Please review www.whitneyoaks.org and the Hillcrest bulletin board for meeting updates.

IX. Adjournment

The meeting was adjourned at 7:51 PM.

These minutes are unofficial until signed by the Board.

ATTEST:

Rosalie J. Hayman

Director

October 7, 2020

Date

Respectfully Submitted by:
Laura Smyth, CCAM

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